

**MINUTES OF THE ORDINARY MEETING OF BRENT ELEIGH PARISH COUNCIL
HELD ON 13 OCTOBER 2022 IN THE VILLAGE HALL COMMENCING AT 7.30PM**

Present:

Cllr Kevin Went (Chair)
Cllr Martin Austin
Cllr Natalie Helms
Cllr Francesca Scoones

Apologies:

Cllr Karen Marshall

In Attendance:

District Cllr Bryn Hurren
William Grosvenor (*Clerk to the Council*)
Two members of the public

Item No	Item discussed
22.69	Chair's welcome Cllr Went welcomed all present to the meeting.
22.70	To receive apologies for absence Apologies were received from Cllr Marshall.
22.71	Declarations of Interest
22.71.01	To receive Amendments to the Register There were no amendments to the Register.
22.71.02	To receive Declarations of Pecuniary Interest in Respect of Items on the Agenda There were no declarations of Pecuniary Interest in respect of Items on the Agenda.
22.71.03	To receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda There were no declarations of Non Pecuniary Interest in respect of Items on the Agenda.
22.71.04	To consider Full / Partial Dispensations for Pecuniary Interests Declared It was noted that there had been no requests for dispensation for Pecuniary Interests declared.
22.72	Minutes of the previous meeting It was RESOLVED to approve the minutes of the Ordinary Meeting held on 21 July 2022 and sign them as a true and accurate record subject to amending Minute 22.61 to read: "A query was raised as to whether the Parish Council knew what was causing the delays to the work on the doors and windows to Colman's Cottages. Cllr Marshall (a Trustee) explained that both the availability of funding and appointing a contractor had caused delays. Cllr Austin explained in response to another question that work to the willow tree overhanging the bridge is in hand." Proposed by: Cllr Austin Seconded by: Cllr Helms
22.73	To receive the District Councillor's report Cllr Hurren reported as follows: <ul style="list-style-type: none">• The schedule of Babergh Council meetings had to be rearranged in the light of the death of Her Majesty Queen Elizabeth II and the council is now catching up with its rearranged schedule.• The planning application for a further 64 homes in Boxford has been refused but an appeal is likely to follow.

- At Monks Eleigh there are 17 modular homes constructed on the old school site, 5 of them affordable. However there have been issues with CIL funds relating to this site. Additionally, there is a planning application for 6 dwellings in The Street.
- The former Babergh headquarters building at Hadleigh is now being turned into 57 dwellings.
- Out of £11m collected in CIL monies Babergh has given out £9m in grants, including a grant to Gainsborough House, where the current refurbishment and expansion will see the creation of a Constable centre as well. Grants have also been made to GoStart, to provide parking for its vehicles, and for improvements to CCTV in Sudbury.
- Babergh and Mid-Suffolk Councils have received £170k to provide emergency support to vulnerable people in response to the cost-of-living crisis.
- There is a Winter Fuel Payments Fund into which those people who do not need such payments can forward them, so the sums can be redirected to those more in need.
- The trip to the energy from Waste plant has now been rescheduled to Wednesday 2 November at 2pm.

22.74 To receive the County Councillor's report

No report was received.

22.75 To discuss any village matters

As a result of dog waste bags having been left in Hall Road, a request for a dog bin has been made. Following discussion, which included issues around the cost of emptying dog bins, **it was AGREED** that the Village Hall bin be left out for the disposal of dog waste bags, but no further action should be taken at the present time.

22.76 To receive a report from the village Neighbourhood Watch Co-ordinator

Cllr Went reported that there had been no incidents in Brent Eleigh, but in Preston St Mary there had been shed thefts, and a vehicle theft.

22.77 To receive and consider reports on financial and governance matters

22.77.01 Financial update report

The Clerk tabled copies of the updated cashbook and bank reconciliation, which showed the balance in the Council's account with Lloyds Bank, as at 30 September 2022, standing at £6,209.77. From that current balance the following sums are continuing to be held as earmarked reserves:

- £1,000.00 as a contribution towards running costs / improvements at the village hall.
- £380.34 CIL payment received on 11 October. This has to be expended by October 2026 and will applied to a specific CIL funded project once more CIL monies are received.

22.77.02 Approval of payments

The following payments were approved:

- £172.80 to Starboard Systems Ltd in respect of the annual cost of the Council's accounting software for the 12 months from November 2022
- £22.80 to SALC in respect of payroll costs for the six months April to September 2022
- £187.80 in respect of Clerk's salary for the 6 months period ended 30 September 2022
- £124.80 to HMRC in respect of income tax
- £42.00 for the village website hosting costs.

Proposed by: Cllr Went

Seconded by: Cllr Austin

22.77.03 Electronic banking

The Clerk tabled an application form for online access to the Council's Treasurer's account with Lloyds Bank. Councillors Went and Scoones countersigned the form as bank signatories and the Clerk will forward the application to Lloyds Bank. An application form was also tabled for a business debit card and **it was RESOLVED** to apply to Lloyds Bank for the issue of a business debit card to the Clerk in accordance with the Council's Financial Regulations. The card will be subject to the Bank's business debit card Terms and Conditions, a copy of which was produced at the meeting and approved.

Proposed by: Cllr Went

Seconded by: Cllr Helms

22.77.04 The Jubilee seat project

It was AGREED that following the death of Her Majesty Queen Elizabeth II the project would now be called the Memorial bench project. Whilst the Council has the power to erect seats on public land under s1 Parish Councils Act 1957, it is likely to require a licence to do so from the County Council as Highways Authority, bearing in mind that the triangle is Highways' land. Accordingly the Clerk had emailed Highways Enquiries and was awaiting a response. So far donations totalling £750.00 have been received towards this project.

- 22.77.05 Arrangements for external audit 2022/23 to 2026/27**
The Clerk reported that the process for the appointment of external auditors for the above period is under way. There is an option for the Council to opt out of the Government appointed audit process and appoint one itself. However if the Council decided to opt out it would still have to appoint an external auditor and such an appointee would need to be a professional firm of chartered accountants. **It was AGREED** to await the appointment of new auditors for Suffolk and remain opted in to the Government appointed audit framework.
- 22.77.06 Election costs**
Babergh DC has advised that the estimated costs to Brent Eleigh PC for next year's parish elections if uncontested will be £119.77. **It was AGREED** to use that figure for budgeting purposes.
- 22.77.07 Textbook on Local Council Administration**
The Clerk reported that the Council's copy of the standard reference work on parish council administration – *Charles Arnold-Baker on Local Council administration* - is the 10th edition published in 2016. The 13th edition has recently been published and is available with a NALC member discount for £131.99 (full price £164.99). Bearing in mind that the Brent Eleigh copy is now 6 years out of date it was recommended that the Council purchase a copy of the new edition. **This was AGREED.**

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- 22.78 To receive reports from Councillors**
- 22.78.01 Defibrillator - update**
It was reported that the defibrillator secured by a generous donation would be arriving in the following week. The cabinet, which will be unlocked, will be mounted in the village hall lobby with a memorial plaque relating to the late Brian Symes. Training sessions on its use will be arranged.
- 22.78.02 School bus**
Cllr Helms drew Councillors' attention to the fact that Suffolk CC are applying the 3 mile rule and refusing to allow children access to the free home to Lavenham school bus once they reach the age of 8, notwithstanding the dangerous nature of the A1141 between Brent Eleigh and Lavenham. Following discussion **it was AGREED** that the Clerk would draft a suitable email expressing concern, and recommending that SCC should reassess the route and allow pupils up to the age of 11 access to free transport from Brent Eleigh to Lavenham Primary School. The email would be sent to the Cabinet Member for Education, with copies to the Member of Parliament, Cllr Robert Lindsay and Cllr Bryn Hurren.

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- 22.79 To receive the Clerk's report**
- 22.79.01 Babergh's parking strategy - update**
The Clerk drew the attention of Members to the latest published proposals relating to parking provision for the next 20 years. A link to the summary document (21 pages) can be found here:
<https://www.midsuffolk.gov.uk/assets/Environment/Parking/Parking-strategy-summary.pdf>

- 22.79.02 Iron bridge adjacent to A1141 - update**
Cllr Went has now provided some excellent photographs of the existing bridge / site for the Clerk to forward to the Babergh Heritage team.
- 22.79.03 Protection for the grass area around the village sign - update**
In the same email as that containing a request about a licence needed for the erection of the memorial bench (see Minute 22.77.04 above) the Clerk has enquired about a licence being required for the erection of oak posts to protect the corners of the triangle.
- 22.79.04 Cundys Lane**
Background: The Clerk had previously reported his investigations into the status of Cundys Lane, prompted by advice from Brook Farm that the lane was not included in the parcels of land purchased by them although it runs through their land. Cundys Lane is shown on the Definitive Map as a track from The Street (unclassified road no 8155) crossing the A1141 and leading to Town Hill. It is shown classified as a public highway. However on the current County Highways' schedule of highways maintained at public expense only the short section of Cundys Lane between The Street and the A1141 is shown. There is no mention of the much longer section between the A1141 and Town Hill. This anomaly was raised with the County Public Rights of Way (ROW) Team on 18 February 2022 and followed up in correspondence with Highways Records.
Latest position: Highways Records have advised that Cundys Lane south of the A1141 is still shown as a highway maintainable at public expense. It is recorded as an unsurfaced unclassified road. The very helpful Highways Technician who responded to the Clerk's email will check its status with the Data Quality Team and advise further as currently Cundys Lane (south) is missing from 'FindMyStreet' and listed as a 'Green Lane'.
- 22.79.05 Clay Lane – proposed modifications to the Definitive Map and Statement**
The Clerk reported the latest position regarding the proposals for modifications to the definitive map and statement relating to Clay Lane affecting Brent Eleigh, Preston and Lavenham. The proposed changes take the form of a referenced Order which is now with DEFRA to determine. Further information is available here:
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1108893/ROW3287165ON.odt
- 22.79.06 Suffolk Climate Emergency Board short survey**
The Clerk had previously distributed this via email to all Councillors with a link to the survey. Following a brief discussion it was **AGREED to NOTE** the survey.

22.80 Planning issues

- 22.80.01 To consider planning applications received**
1. **DC/22/04805 – Brett Lodge, The Street - householder application for the erection of a single storey (ancillary) cartlodge – alternative outbuilding to DC/21/03309.**
Following discussions in which concerns were raised, it was **AGREED** that the Clerk will make representations in respect of both the design of the proposed cartlodge and the fact that its siting has moved back towards the highway from what was proposed in the initial revised plans, with consequent adverse effect on visual amenity.
- 22.80.02 To receive notifications on planning applications determined by Babergh DC**
2. **DC/22/03688 – Farm buildings at Abbots Hall – application to discharge conditions 1,2,3 4,5 and 8 relating to planning application DC/21/06949 – prior approval for the conversion of agricultural buildings to dwellings at Abbots Hall.**
The decision notice dated 12 October 2022 was received and discharge was approved for all the conditions applied for except for condition 8 (strategy for investigating contaminated land).
3. **DC/22/02013 – 3 The Street – householder application to replace roof covering.**
Planning consent was granted on 22 September 2022.
- 22.80.03 Neighbourhood planning**
The Clerk reported a response received from the Clerk to Monks Eleigh PC in relation to the idea of a joint Neighbourhood Plan across both parishes. Monks Eleigh PC will have a discussion on this idea at their November meeting. However it may now be too late to obtain funding as this is the last year in which funding from the Government is available (and would have to be fully utilised by 31 March next year)
- 22.80.04 Possible breach of planning conditions at Bennetts Piece, Cock Lane**
No progress to date. Cllr Hurren is in correspondence with Planning Enforcement at Babergh. If Brent Eleigh Councillors become aware of any developments in relation to the site can they please advise Cllr Hurren.

22.81

Date of next meeting

24 November 2022 at 7.30pm in the Village Hall.

22.82

Chair's closing remarks

The Chair thanked everyone for attending the meeting. There being no further business the meeting closed at 9.05pm.